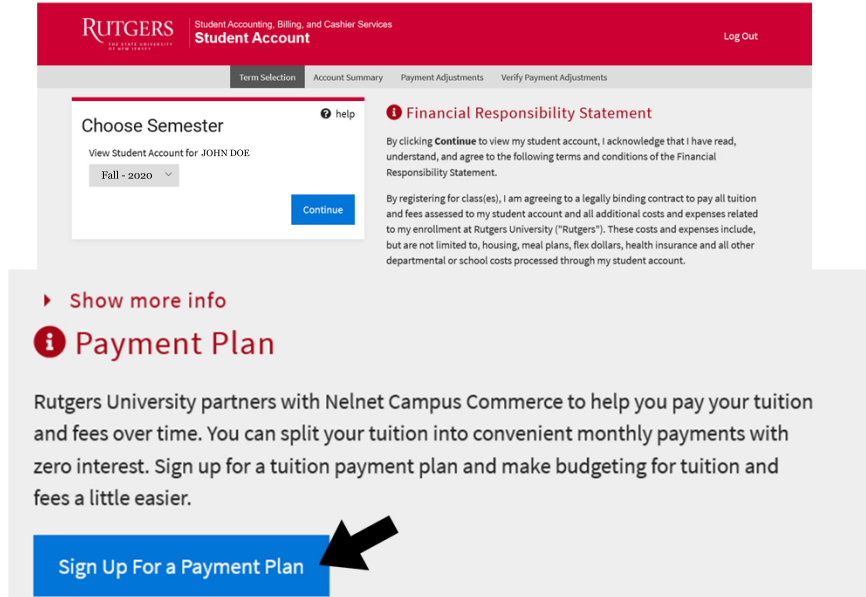


Tuition Payment Plan Sign-up Steps

Step 1

Visit paymybill.rutgers.edu and log into your online term bill. Click the **'Sign Up For a Payment Plan'** button found on the right side of both the Semester and term bill screens.

Tip: If you wish to learn more about our payment plan options and details visit paymentplans.rutgers.edu.

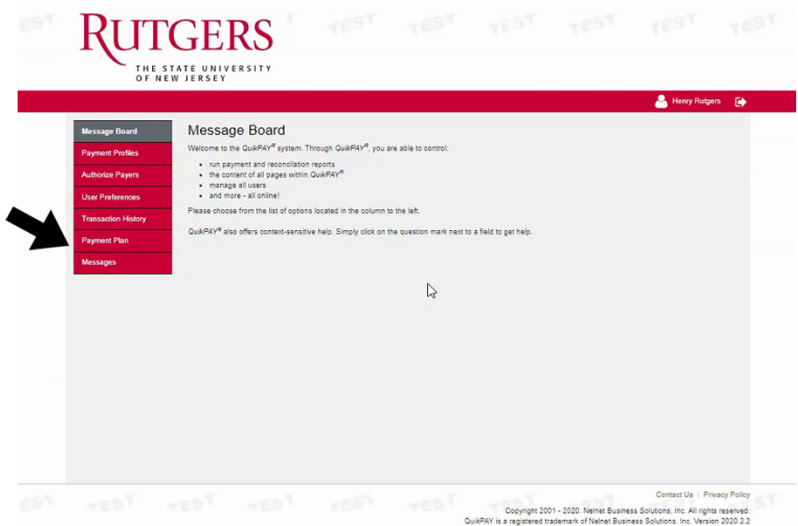


The screenshot shows the Rutgers Student Account interface. At the top, it says 'RUTGERS THE STATE UNIVERSITY OF NEW JERSEY' and 'Student Accounting, Billing, and Cashier Services Student Account'. There are navigation tabs: 'Term Selection', 'Account Summary', 'Payment Adjustments', and 'Verify Payment Adjustments'. A 'Log Out' link is in the top right. The main content area has a 'Choose Semester' section with a dropdown menu set to 'Fall - 2020' and a 'Continue' button. Below this is a 'Financial Responsibility Statement' section with a 'help' icon and a 'Continue' button. A 'Show more info' link is also present. The 'Payment Plan' section is highlighted with a red circle and contains the text: 'Rutgers University partners with Nelnet Campus Commerce to help you pay your tuition and fees over time. You can split your tuition into convenient monthly payments with zero interest. Sign up for a tuition payment plan and make budgeting for tuition and fees a little easier.' At the bottom of this section is a blue button labeled 'Sign Up For a Payment Plan' with a black arrow pointing to it.

Step 2

Once on the Rutgers Message Board, select **'Payment Plan'**.

Tip: This is the main payment plan page and allows you view Payment Profiles, Authorized Payers and more.

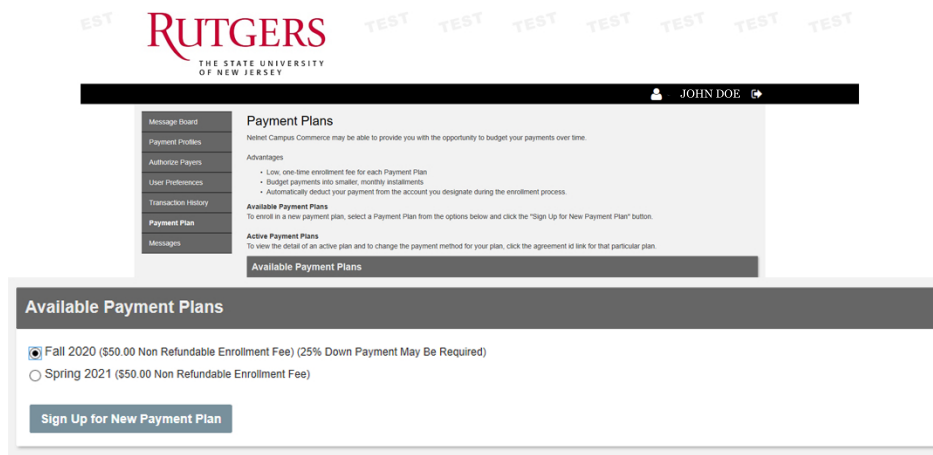


The screenshot shows the Rutgers Message Board interface. At the top, it says 'RUTGERS THE STATE UNIVERSITY OF NEW JERSEY' and 'Henry Rutgers'. There is a 'Message Board' section with a welcome message and a list of options: 'run payment and reconciliation reports', 'the content of all pages within QuikPAY', 'manage all users', and 'and more - all online!'. Below this is a 'Please choose from the list of options located in the column to the left.' and a 'QuikPAY also offers contact-sensitive help. Simply click on the question mark next to a field to get help.' A black arrow points to the 'Payment Plan' option in the left-hand navigation menu.

Step 3

Choose the available plan you want then select **'Sign Up for New Payment Plan'**

Tip: The earlier you enroll the more payments that you will get to pay your plan balance. As you get closer to the start of the term, some options may no longer be available.



The screenshot shows the Rutgers Payment Plans interface. At the top, it says 'RUTGERS THE STATE UNIVERSITY OF NEW JERSEY' and 'JOHN DOE'. There is a 'Payment Plans' section with a welcome message and a list of advantages: 'Low, one-time enrollment fee for each Payment Plan', 'Budget payments into smaller, monthly installments', and 'Automatically deduct your payment from the account you designate during the enrollment process.' Below this is an 'Available Payment Plans' section with two options: 'Fall 2020 (\$50.00 Non Refundable Enrollment Fee) (25% Down Payment May Be Required)' and 'Spring 2021 (\$50.00 Non Refundable Enrollment Fee)'. A 'Sign Up for New Payment Plan' button is visible below the options.

Tuition Payment Plan Sign-up Steps

Step 4

On the Budget Worksheet page, enter the amount of your Tuition & Fees and click **Continue**.

Tip: We advise you look at your term bill to acquire the exact tuition and fees amount due.

Step 5

Payment Plan Options, select a payment plan option based on the number of installments that suits you. Then select your payment method, the following steps are for e-Check payments.

Tip: You have the options of paying with either an e-check (no fees) or debit/credit card (2.8% service fees).

Step 6

E-Check Method.

Enter all your bank account information requested on the page, as well as an email address and profile name (will be saved for future use). Then click **Continue**.

Tip: Log into your online banking system to find your account information or on your paper check, please do not use your credit card details here. This payment option will be used for all future monthly payments unless changed.

Tuition Payment Plan Sign-up Steps

Step 6

Credit Card Method.

Accept Payment Plan Service Fee. Enter all your bank account information requested on the page, as well as an email address and profile name (will be saved for future use). Then click **Continue**.

Tip: You have the option to pay with the following card types, Mastercard, Visa, Discover, American Express, JCB, Diners Club, and China Unionpay. Debit/credit card have 2.8% service fees.

Step 7

Your payment profile has been successfully added. Verifying your payment plan information is next. You will also be able to view the down payment and enrollment fee due. Once verified, click **Continue**.

Tip: At the bottom of the page you can view the remaining payment schedule summary for the semester.

PLAN	ADJUSTED BALANCE	FIRST INSTALLMENT DATE	NUMBER OF INSTALLMENTS	INSTALLMENT AMOUNT
Fall 2020	\$7,500.00	Aug 15, 2020 (Sat)	3	\$2,500.00

Step 8

Read and accept the payment plan terms and conditions. Then click the **confirm** button to activate the payment plan agreement.

Tip: You can review your finance charge and amount financed on this page.

Tuition Payment Plan Sign-up Steps

Step 9

You have now successfully signed up for a payment plan. A receipt of your plan will be available to you.

Tip: You will be able to review payment profiles, authorize payers, user preferences, transaction history, payment plans and messages.

Payment Plan Receipt
This is your receipt. [← Back to Payment Plans](#)

Enrollment Fee

Confirmation Number:	100000465
Payment Date:	Jul 23, 2020 at 3:13 PM, EDT
Effective Date:	Jul 24, 2020
Primary User Id:	123456789
Primary User Name:	John Doe
Account:	Student Accounts Payment Plan
Payment Amount:	\$50.00
Total Amount:	\$50.00
Holder's Name:	Scarlet Knight
Payment Method:	CHECKING ending with 6789
Routing Number:	123456789
Billing Address Info:	65 Davidson Road, ASB, Room 308 Piscataway, NJ 08854
Contact Info:	Jonathan.doe@rutgers.edu (e-mail)